

**MAGISTRATE COURT OF CHATHAM COUNTY**

133 Montgomery Street, Room 303, Savannah, GA 31401

Case #

Plaintiff(s) Name:

Address:

Phone #:

Attorney:

vs

Defendant(s) Name:

Address:

Phone #:

**STATEMENT OF CLAIM**

\_\_\_\_\_ Suit on a Note

\_\_\_\_\_ Suit on Account

\_\_\_\_\_ Damages

\_\_\_\_\_ Other \_\_\_\_\_

Plaintiff states the Defendant is indebted to the Plaintiff as follows (you are required by Georgia law to give a brief description of your claim):

That said claim is the amount \$\_\_\_\_\_ plus \$\_\_\_\_\_ costs to date; and all future costs of this suit.

State of Georgia, Chatham County:

\_\_\_\_\_ being duly sworn on oath, says the foregoing is a just and true statement of the plaintiff and claim made by plaintiff against defendant, exclusive of all set-offs and just grounds of defense and further declare under the penalty of perjury that the defendant  is,  is not or  is unable to determine a member of the Armed Forces of the United States on active duty. This affidavit is executed pursuant to the Soldiers and Sailors Civil Relief Act, 50 USC App a520 as required before any judgment in default may be entered by the court. Any person who shall make an affidavit required under this section, or statement, declaration, verification, or certificate certified or declared to be true under penalty of perjury, knowing it to be false, shall be guilty of a misdemeanor and shall be punished by imprisonment not to exceed one year or by fine not to exceed \$1,000.00 or both.

Sworn and subscribed before me

this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
(Agent for) Plaintiff

\_\_\_\_\_  
Notary Public or Attesting Official

\_\_\_\_\_  
(If agent, title/capacity)

**NOTICE AND SUMMONS**

TO: ALL DEFENDANTS

You are hereby notified that the above named Plaintiff(s) has/have made a claim and is asking for judgment against you in the sum shown by the foregoing statement. YOU ARE REQUIRED TO FILE OR PRESENT AN ANSWER TO THIS CLAIM WITHIN 30 DAYS AFTER SERVICE OF THIS CLAIM UPON YOU. IF YOU DO NOT ANSWER, JUDGMENT BY DEFAULT WILL BE ENTERED AGAINST YOU. YOUR ANSWER MAY BE FILED IN WRITING OR MAY BE GIVEN ORALLY TO THE CHIEF OR PRESIDING MAGISTRATE. If you choose to file your answer orally, it MUST BE IN OPEN COURT IN PERSON and within the 30 day period. NO TELEPHONE ANSWERS ARE PERMITTED.

The court will hold a hearing upon this claim at a time to be set after your answer is filed. If you have witnesses, books, receipts, or other writings bearing on this claim, you should bring them with you at the time of the hearing. If you wish to have witnesses summoned, see the court at once for assistance.

If you have any claim against the plaintiff, you should notify the court by immediately filing a written answer and counterclaim. If you admit the claim, but desire additional time to pay, you must come to the hearing and state the circumstances to the court. You may come with or without an attorney.

\_\_\_\_\_  
Magistrate/Clerk of Magistrate Court Chatham County